

## Western Kentucky University TopSCHOLAR®

---

WKU Archives Records

WKU Archives

---

7-18-1979

# UA3/5 Informational Notes

WKU President's Office

Follow this and additional works at: [http://digitalcommons.wku.edu/dlsc\\_ua\\_records](http://digitalcommons.wku.edu/dlsc_ua_records)

---

### Recommended Citation

WKU President's Office, "UA3/5 Informational Notes" (1979). *WKU Archives Records*. Paper 1658.  
[http://digitalcommons.wku.edu/dlsc\\_ua\\_records/1658](http://digitalcommons.wku.edu/dlsc_ua_records/1658)

This Newsletter is brought to you for free and open access by TopSCHOLAR®. It has been accepted for inclusion in WKU Archives Records by an authorized administrator of TopSCHOLAR®. For more information, please contact [connie.foster@wku.edu](mailto:connie.foster@wku.edu).



## INFORMATIONAL NOTES

from  
Office of the President

July 18, 1979

Vol. 1 No. 4

### MEETING OF THE BOARD OF REGENTS

The Board of Regents held its regular quarterly meeting on July 14, 1979. Regent John David Cole took the oath of office, following his reappointment for a second four-year term on the Board.

The Board approved a number of personnel changes, and the following is a listing of some of the personnel actions:

- Dr. Randall Capps - Assistant to the President
- Dr. Mary E. Hazzard - Head, Department of Nursing
- Dr. William M. Traugott - Head, Department of Educational Leadership
- Dr. John Regis O'Connor, Jr. - Acting Head, Department of Communication and Theatre
- Dr. Lawrence Finley - Acting Head, Department of Management and Marketing

The Bowling Green College of Business and Public Affairs was redesignated the Bowling Green College of Business Administration. The Departments of Government and Sociology, Anthropology, and Social Work were temporarily assigned to the Office of the Vice President for Academic Affairs. The remaining departments approved for the College are:

- Department of Accounting
- Department of Business-Distributive Education and Office Administration
- Department of Economics
- Department of Finance and Quantitative Business Analysis
- Department of Management and Marketing

The Board approved three new graduate programs: Master of Professional Accountancy, Master of Science in Geology, major in Exceptional Child Education leading to the Master of Arts in Education Degree. These programs will require the approval of the Council on Higher Education prior to implementation.

The Data Processing option under the area of concentration in Office Administration was changed to area of concentration in Information Systems, and the Medical Records Technician program was renamed Medical Records Technology. The Board also approved the pass-fail grading plan recommended for nontraditional students in special courses.

Dr. Dero G. Downing's sabbatical leave terminates on August 15, 1979, and the Board designated him President Emeritus of Western Kentucky University.

The actions taken by the Board on financial matters are outlined in the report presented to the Board by the Finance Committee, and a copy of that report is attached.

The Department of Public Safety will be transferred to the area of Administrative Affairs effective September 1, 1979. Mr. Marcus Wallace is retiring as Director of Public Safety, and Mr. Paul Bunch was named to replace him.

#### SUMMER COMMENCEMENT ACTIVITIES

Approval has been given to the plans and program for the 1979 Summer Commencement as recommended by the Graduation Committee. Commencement and related events have traditionally been characterized by a high degree of dignity and beauty in which Western and the participants can take pride. In calling your attention to the 1979 Summer Commencement, I would also urge that we not overlook the importance of this event in the lives of the graduates and their relatives and friends. Each member of the faculty and staff is reminded that it is a professional responsibility to participate in the commencement events in a manner which will guarantee the success of these functions. The following schedule of events is provided to aid you in planning for the occasion, and particular attention is called to the Instructions for Participants in Graduation Exercises attached for your information.

- August 10    2:00 p.m. - ROTC Commissioning Exercises - Room 103, Garrett Conference Center Auditorium.
- 6:30 p.m. - Commencement Exercises - L. T. Smith Stadium. Dr. Donald W. Zacharias, President-elect, Western Kentucky University, will be the speaker.
- 7:45 p.m. - Faculty and Administrative Staff Reception
- 9:00 p.m. - for Graduates, Downing University Center. Each member of the faculty and staff is a co-host, and you are requested to be present for at least a short period of time during the reception to greet the honorees and their guests.

#### TRANSITION IN THE PRESIDENCY

Dr. Donald W. Zacharias will assume the Presidency of Western Kentucky University on August 1, 1979. He will take the oath of office at 9 a.m. on that date in the Regents Conference Room of the Wetherby Administration Building.

I am pleased with the opportunity to work with Dr. Zacharias, and I look forward to his arrival. I am confident that the transition will go smoothly and effectively. As I have indicated on several occasions, I am grateful to all of you for the assistance and support which you have given me during the period I have served as President. It has been a challenging and interesting period for me and the University, and I am looking forward to working with faculty, staff, and students in my capacity as Vice President for Administrative Affairs.

John D. Minton  
President

JDM:mcb

Attachments

# I. Employee Compensation

The President has advised the Board of developments relative to employee relations in recent weeks. A number of the hourly and monthly employees have expressed disappointment with compensation. The impact of inflation is taking its toll on all employees, and those at the lower income levels are feeling the effects more than the other categories of employees.

The President sent the Board memoranda on June 15 and June 21 providing information, stating the position of the University, and outlining steps that have been taken to implement action taken by the Board on May 23, 1979. The employees of the University have been advised of the statutory requirements relating to budgeting and financing of a public institution in Kentucky.

The Finance Committee of the Board heard the expressions of views, opinions, and concerns relating to employee compensation. The committee recognizes the basis for the concerns expressed regarding economic matters. We believe that employee compensation should be a key item in the 1980-82 biennial budget request.

It was noted in the committee meeting that the University has advised the Council, the Department of Finance, and the Governor of the need for funds for salary adjustments in 1980-82. The format

and guidelines for the 1980-82 Budget Request developed by the Finance Committee of the Council on Higher Education provides for an inflationary increase for salaries and wages of 9.5 percent for each year of the biennium. In addition, the format will permit universities to request funds to make up for the loss of purchasing power in recent years. The Office of Policy and Management of the Department of Finance has not issued its guidelines, and the guidelines developed by the Office of Policy and Management will be the official guidelines for submitting the budget request.

It is our recommendation that the Board go on record expressing appreciation to all employees of the University for their dedicated efforts and our interest in working to improve compensation; that the President and the staff continue to monitor the 1979-80 Operating Budget to determine any unanticipated sources of funds; that the 9.5 percent inflation factor proposed for 1980-82 be approved by the Council on Higher Education and endorsed by the Office of Policy and Management of the Department of Finance; and that the President and staff request support for salaries and wages in each year of the 1980-82 biennium over and above the 9.5 percent.

The Finance Committee approved a motion directing the President and the staff to monitor the resource and expenditure portion of the 1979-80 budget and to report to the Finance Committee within two months regarding possible realignments and reallocations and that the President will communicate with employees regarding these matters.

- II. The Committee heard a progress report on the preparation of the 1980-82 Biennial Budget Request.
- III. The Committee approved the recommendation by Dr. Minton that the defaulted National Direct Student Loans be assigned to the United States Government and recommends its approval by the Board of Regents.



Instructions for Faculty and Administrative  
Staff Participating in Graduation Exercises

Graduation is scheduled for 6:30 p.m., Friday, August 10, at the L. T. Smith Stadium. It is respectfully requested that faculty and administrative staff assemble in academic regalia, taking your place in the line no later than 6:00 p.m. In timing your arrival at the stadium, special consideration should be given to the parking and traffic problems which will result from the crowd that is expected for the occasion.

Participants in the faculty processional are requested to assemble in the area designated in the parking lot adjacent to the L. T. Smith Stadium. In case of inclement weather, graduation will be moved to the E. A. Diddle Arena. Please follow the marshals during the processional, as they will indicate the route and the proper seating arrangement.

The Committee on Graduation will appreciate the cooperation and assistance of each person so that we can be assured of having another outstanding commencement program.

Stephen D. House, Chairman  
Committee on Graduation